

**JEFFERSON PARISH LIBRARY BOARD  
REGULAR MEETING**

East Bank Regional Library – Administration Conference Room  
4747 W. Napoleon Ave., Metairie, LA 70001

**June 21, 2022  
MINUTES**

**BOARD MEMBERS PRESENT:** Patricia Cox, Charles Gaudin, Becky Knight, Judy Mills and Margaret Thompson

**BOARD MEMBERS ABSENT:** Lisa Conescu and James Simmons

**LIBRARY STAFF PRESENT:** Irene Lunkin, Melissa Muhoberac and Antoinette Scott

**OTHER PARISH STAFF:** Megan Grantham, Parish Attorney for Library

**GUEST:** Chris Smith, Adult Programming Manager

Margaret called the meeting to order at 4:00 p.m.

Mills/Knight made a motion to dispense with the reading of the May minutes. Antoinette suggested an update to the minutes reflecting Richard C. Lambert is the architect for the Wagner Library renovation project. Motion carried.

**DIRECTOR’S REPORT:**

- Adult Programming Manager Chris Smith reported many groups are returning to EBR for programs and that he is planning events for next year. We now have a Purchase Order in place to pay for Library advertisement on WWNO. A children’s and teens writing program will be held at WBR on August 27. Gwen’s genealogy series ends next Monday. The genealogy series that Sal Serio was scheduled to present will now be presented by various genealogy speakers. We would like to start genealogy classes at WBR, but have no one to facilitate them.
- Planning with the Avondale Library construction project are moving forward. The plans will go out for bid soon. The library will include a limited collection of library materials, 3D printers, computers, gaming, video conference, 3D imaging (virtual tour of the library) and 3D virtual reality.
- Melissa and Public Services Supervisor Nathan McArthur toured the Westwego library today with Library CAA Cherreen Gegenheimer. While the library is closed for exterior renovations, Cherreen suggested the interior walls be painted, install new carpet and flooring throughout the library, and install new furniture. The installation of the roof is at a standstill due to poor installation. We are waiting for the subcontractor to come up with a solution to correct the work.
- The Summer Reading Program is going well. This morning Cynthia Lee Sheng led the Storywalk to children at Live Oak library. Councilman Byron Lee and members of the Waggaman Civic Association

attended the event. Melissa distributed a SRP Activity book to board members that included activities and QR codes about summer reading programming events. Participants can earn points for participating in programming events listed in the activity book.

- We have a contract with the State Library of Louisiana that will allow them to provide us with \$20,000 to offer additional digital training to the public. We have appointed staff at each branch as Digital Navigators. They are undergoing training for the next two weeks, and starting in July we will augment digital and technical assistance to patrons. We will expand our computer training program to focus on ESL patrons and seniors. The Digital Navigator at North Kenner Library is also planning a STEM program for girls. This pilot program runs through March 2023.

Judy asked if the new website was active because she was unable to find the meeting room reservation form on the new website. Melissa informed her the new website is active and Trey and Ricardo are working on the tutorial video. She will ask that they include a segment in the tutorial about meeting room reservations

#### **NEW BUSINESS:**

The board discussed Judy proposal to change the board's meeting times from 4:00 PM to 1:00 PM. Library Administrative staff have no problem with the proposed time. Charles proposed meeting at 3:30 PM to allow time for working people that may want to attend the meetings as members of the public. Margaret read the board's bylaws pertaining to the change of meeting times. We will vote on the proposed meeting time change at the July meeting.

Margaret reported she and Judy received an email from someone about a post a JPL librarian posted on social media. She indicated she was not comfortable with the tone of the person's email, but responded to the individual's email by thanking them for their interest in JPL system. She also shared the email with Irene and Melissa. Melissa reported she reached out to the person that reported the post and left a message that she is investigating the matter. The actions taken by the employee are being addressed. Since it is a personnel matter, she cannot elaborate further.

The meeting adjourned at 4:40 p.m.